

Financial and Programmatic Monitoring Guide ESEA/Act 807 ACSIP

2014-2015



**Arkansas Department of Education
Division of Public School Accountability
Four State Capitol Mall
Little Rock, Arkansas 72201
<http://arkansas.org/>**

For ADE Use Only

LEA: _____

Date Monitored: _____

Name of LEA		Monitoring Visit Date:	LEA #
LEA Address	City	State	Zip Code
Phone:	Fax:	Email:	
LEA Superintendent			
LEA Federal Programs Coordinator			
LEA Parent Involvement Coordinator			
LEA Neglected Coordinator			
LEA Title II (Teacher and Principal Recruitment) Coordinator			
LEA Title III (Language Instruction for Limited English Proficient Students) Coordinator			
LEA Title X (Homeless Children and Youth) Liaison			
Applicable funding sources to be monitored (Check all that apply):			
_____ Title I	_____ Title II-A	_____ Title III	_____ Title VI (REAP–RLIS) _____ Title X
_____ NSLA (State)	_____ ALE (State)	_____ ELL (State)	_____ PD (State)
ADE Staff Monitors: Team Leader: _____ Date: _____ Team Member: _____ Date: _____ Team Member: _____ Date: _____			

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SECTION I: PROGRAM PLAN AND EVALUATION

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
I-1 D	<p>The local education agency (LEA) has approved a comprehensive school improvement plan, which includes appropriate program goals, evaluations, budgets and assurances. The LEA ensures that all required parties are consulted in the planning, development, and implementation of the programs and activities as indicated in the ACSIP.</p> <p><i>§1112(d)(1), Edgar 80.42(a), §2122(b)</i></p>	<p>1. Does the evidence verify that the LEA utilized a planning team of stakeholders in the development of the Arkansas Comprehensive School Improvement Plan (ACSIP)?</p>	<p><input type="checkbox"/> Minutes, Sign-in sheets (including position/title), Agendas</p> <p><input type="checkbox"/> Signed Statement of Assurance</p> <p><input type="checkbox"/> Board Minutes</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
I-2 D	<p>The LEA coordinates and integrates federal comprehensive program funded services with other federally funded programs and state/local programs and initiatives (e.g., National School Lunch, vocational and technical education, dropout prevention, alternative learning, transition and early childhood, limited English programs, job training, counseling assistance, and drug and alcohol prevention).</p> <p><i>§1112(b)(D-K), Act 807</i></p>	<p>1. Does the evidence verify the coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective programs designed to improve student achievement?</p>	<p><input type="checkbox"/> ACSIP</p> <p><input type="checkbox"/> Other</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
I-3 D	<p>The LEA has a process in place to regularly review both the LEA's and school's ACSIP and the provision of services as indicated in each plan.</p> <p><i>§1112 (a),(b),(d),(f); Act 807</i></p>	<p>1. Does the evidence verify that the LEA has procedures in place to periodically review and, as necessary, revise its ACSIP?</p> <p>2. Does evidence verify that the LEA's evaluation of the ACSIP is conducted at least annually and includes a review of the following:</p> <p>a. Student performance—standardized, locally developed, diagnostic and formative assessments</p>	<p><input type="checkbox"/> LEA's process for monitoring and evaluating programs, activities, and allowable uses of funds</p> <p><input type="checkbox"/> Peer Review documentation (District and School Checklists)</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION II: SCHOOLWIDE (SW) PROGRAMS

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
II-1 S	<p>The Schoolwide Plan was developed with the involvement of teachers, parents, administrators, staff, students (secondary only) and other members of the community.</p> <p>§1114(b)(2)(A)(2)(B)</p>	<ol style="list-style-type: none"> Does each school operating a Schoolwide Plan have a current Schoolwide Plan (ACSIP) approved by the LEA? Does the evidence verify that the LEA utilized a planning team of stakeholders, including parents, in the development of the Schoolwide Plan (ACSIP)? 	<p><input type="checkbox"/> Schoolwide approval letter from ADE and supporting documentation, (e.g., sign-in sheets, minutes, agendas from schoolwide planning meetings held throughout the year)</p> <p><input type="checkbox"/> Describe how parents and other stakeholders were involved in planning schoolwide plans and how dissemination occurred</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION II: SCHOOLWIDE (SW) PROGRAMS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
II-2 S	<p>The LEA ensures that all components are included in each Schoolwide Plan and that each component is implemented as required.</p> <p>§1114 (b)(1); 34 CFR 200.25</p>	<ol style="list-style-type: none"> 1. Does the Schoolwide Plan (ACSIP) include: <ol style="list-style-type: none"> a. A comprehensive needs assessment of the entire school that includes an analysis of multiple sources of data; b. Schoolwide reform strategies with emphasis on improved achievement of the lowest achieving students; c. Instruction by highly qualified teachers (HQT); d. High-quality and ongoing professional development; e. Strategies to attract high-quality, highly qualified teachers to high-need schools; f. Strategies to increase effective parental involvement; g. Measures to include teachers in decisions regarding the use of results of statewide academic assessments; h. Activities to ensure that students who experience difficulty mastering the proficient or advanced levels of student academic achievement are provided with effective, timely additional assistance; i. Coordination and integration of federal, state and local services and programs; and j. Early childhood transition? k. Schoolwide program expenditures are directly related to the support strategies as a result of a review of performance data? 	<p>ACSIP Supporting evidence:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Data (e.g. student achievement data, school programs is collected and cross analyzed as part of the comprehensive needs assessment) <input type="checkbox"/> Evidence of schoolwide reform strategies <input type="checkbox"/> Professional development activities are clearly related to schoolwide goals <input type="checkbox"/> Evidence that the compact is developed and revised with parent input <input type="checkbox"/> Evidence of teacher participation in assessment decisions <input type="checkbox"/> Evidence to show that assessment of student learning is a key part of the schoolwide program <input type="checkbox"/> Examples of timely additional assistance to students of need and evidence of monitoring student progress <input type="checkbox"/> Evidence to show coordination and integration of federal, state and local funds and services—schoolwide program <input type="checkbox"/> Evidence of transition 	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION II: SCHOOLWIDE (SW) PROGRAMS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
II-3 S	<p>The LEA ensures that each Schoolwide Plan (ACSIP) is made available to parents and the public, and that the information contained in each plan is in an understandable and uniform format, and to the extent practicable, provided in a language that the parents can understand.</p> <p><i>§1114(b)(2)(A)(B)(iv)</i></p>	<ol style="list-style-type: none"> Does the evidence verify that the schoolwide plan (ACSIP) is made available to the LEA, parents and the public? Is the information contained in each plan in an understandable and uniform format and provided in a language that the parents can understand? 	<input type="checkbox"/> Evidence that the schoolwide plan has been made available to all parents for review (method of dissemination) <input type="checkbox"/> Website	I IP PI NI NA	
II-4 S	<p>The LEA ensures the use of effective methods and instructional strategies that are supported by scientifically-based research designed to:</p> <p>A. Strengthen the core academic program;</p> <p>B. Increase the amount and quality of learning time extended day/year and before and after school/summer programs (e.g. enriched or accelerated programs); and</p> <p>C. Incorporate strategies for meeting the educational needs of historically underserved populations.</p> <p><i>§1114 (1)(B)(ii)</i></p>	<ol style="list-style-type: none"> Does the evidence verify a process for ensuring that instructional programs are supported by scientifically-based research? Is there evidence of a process to identify students who are experiencing difficulty meeting State Standards? Is there evidence of an appropriate extended school year, before/after school and/or summer programs and activities? (if applicable) 	<input type="checkbox"/> Schoolwide Plan (ACSIP) <input type="checkbox"/> Documented research underlying instructional programs and explanation of how the research relates to area(s) of deficiency <input type="checkbox"/> Curriculum and instructional materials, alignment and mapping documents <input type="checkbox"/> List of educational programs for extended day/week/year programs sources	I IP PI NI NA	
II-5 S	<p>The LEA ensures that schoolwide programs are reviewed and evaluated annually and revised accordingly.</p> <p><i>§1114(B)(iii); CFR 200.26(c)(1)</i></p>	<ol style="list-style-type: none"> Does the evidence verify that the Schoolwide Plan is reviewed by the school on a periodic basis? Does the evidence verify that the programs and activities included in ACSIP are evaluated at least annually? 	<input type="checkbox"/> Evidence of the school's annual evaluation of schoolwide program (e.g., summary analysis or program evaluation results) <input type="checkbox"/> Evidence of any revisions made as a result of the evaluation (if applicable)	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION III: TARGETED ASSISTANCE (TA) PROGRAMS

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
III-1 S	<p>The LEA ensures that the targeted assistance program school has established and used multiple, educationally-related criteria to select students for services (except that children from preschool through grade 2 shall be selected on the basis of such criteria as teacher judgment, interviews with parents and developmentally appropriate measures).</p> <p>§1115(b)</p>	<ol style="list-style-type: none"> 1. Is there evidence of a comprehensive and consistent process for identifying students who are failing or most at-risk of failing to meet the state's challenging student academic achievement standards? 2. Is the process uniformly applied? 3. Does the evidence verify that all eligible students are considered for services? 	<p><input type="checkbox"/> Evidence of objective criteria, uniformly applied, used to identify students for services (e.g., teacher/parent recommendations and developmentally appropriate measures)</p> <p><input type="checkbox"/> Evidence of student exit procedures</p> <p><input type="checkbox"/> Student rank order list</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION III: TARGETED ASSISTANCE (TA) PROGRAMS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
III-2 S	<p>The LEA ensures that targeted assistance programs are designed to provide for participating students served under Title I the opportunity to meet the State's academic achievement standards.</p> <p>§1115(c)(1)(A)</p>	<ol style="list-style-type: none"> 1. Does the evidence verify that the targeted assistance program: <ol style="list-style-type: none"> a. Uses program's resources under Title I to help participating children meet Arkansas' academic achievement standards; b. Ensures that planning for students served under Title I is incorporated into existing plan; c. Uses effective methods and instructional strategies that are based on scientifically-based research that strengthens the core academic program of the school, and does not exceed twenty-five (25%) of the instructional time. d. Coordinates and supports the regular education program, which may include services to assist preschool children in transition to elementary school programs; e. Provides instruction by highly qualified teachers and paraprofessionals; f. Provides opportunities for professional development with resources provided under this part and to the extent practicable, from other sources; g. Provides strategies to increase parental involvement. h. Coordinates and integrates federal, state and local services and programs? 	<div> <input type="checkbox"/> ACSIP </div> <div> <input type="checkbox"/> Evidence of targeted assistance program services and daily schedules of Title I teachers and staff </div> <div> <input type="checkbox"/> Evidence of meetings and planning sessions </div> <div> <input type="checkbox"/> Documented scientifically-based research underlying instructional programs </div> <div> <input type="checkbox"/> Evidence to show how the targeted assistance program coordinates and supports the regular education program </div> <div> <input type="checkbox"/> Evidence that professional development activities are clearly related to student achievement </div> <div> <input type="checkbox"/> Interview—Describe how student progress is monitored (formative assessments/other local assessments) </div> <div> <input type="checkbox"/> Describe methods of delivering targeted assistance services (i.e., pullout, in-class, etc.) </div>	<div>I</div> <div>IP</div> <div>PI</div> <div>NI</div> <div>NA</div>	
<div> I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable </div>					

SECTION III: TARGETED ASSISTANCE (TA) PROGRAMS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
III-3 S	The LEA provides opportunities for student participation in appropriate extended learning time, such as extended school year and summer programs and activities. §1115(c)(1)(C)	1. Is there evidence of appropriate extended school year, before/after school and summer programs and activities?	<input type="checkbox"/> List of educational programs <input type="checkbox"/> ACSIP	I IP PI NI NA	
III-4 S	The LEA ensures that the targeted assistance programs are reviewed and evaluated annually, and revised accordingly. §1115(c)(2)(B)	1. Does evidence verify that the plan is reviewed by the school on a periodic basis? 2. Does evidence verify that the targeted assistance programs and activities are evaluated at least annually?	<input type="checkbox"/> Evidence of annual evaluation of the targeted assistance program <input type="checkbox"/> Evidence to show how results are used to improve instruction for participating students	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION IV: FAMILY AND COMMUNITY ENGAGEMENT

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
IV-1 D	<p>The written parental involvement policy establishes the LEA's expectation for parent involvement and describes how the LEA will provide coordination, technical assistance and support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance and that the plan has been implemented.</p> <p>§1118(a)(2)</p>	<ol style="list-style-type: none"> Does the LEA policy show how the LEA provides coordination and technical assistance to participating schools in planning effective parent involvement activities? Does the policy provide for parent involvement in the development of the plan? Does the policy include initiatives to build parents' capacity for strong parental involvement? Does the policy provide for coordination with other programs that promote parent involvement strategies (e.g., Head Start, Reading First)? Does the policy include provisions for an annual review and address variables to increase parental participation? Does the policy include provisions for parent involvement in school activities? Does the evidence verify that Act 307 (603/307) parental engagement requirements are included in the LEA's policy? 	<input type="checkbox"/> Verification of the written LEA Parent Involvement Policy	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION IV: FAMILY AND COMMUNITY ENGAGEMENT CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
IV-2 D	<p>The LEA ensures that its written Parent Involvement Policy (Plan) has been implemented in accordance with provisions of ESEA.</p> <p>§1118(a)(2)</p>	<ol style="list-style-type: none"> 1. Does the evidence verify the LEA has provided: <ol style="list-style-type: none"> a. Coordination and technical assistance; b. Parent involvement in the development of the policy; c. Initiatives to build parents' capacity for strong parental involvement; d. Coordination of programs that promote parent involvement strategies; and e. An annual review? 2. Does the evidence verify that parents are involved in the activities of the schools? 	<input type="checkbox"/> LEA level parent and community meetings (e.g., invitations to parents, list of participants, agendas, minutes, etc.) <input type="checkbox"/> The plan/policy addresses barriers to parent participation	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION IV: FAMILY AND COMMUNITY ENGAGEMENT CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
IV-3 D/S	<p>The LEA ensures that each Title I participating school has developed a written Parent Involvement Plan/Policy jointly agreed upon with, and disseminated to parents of participating children.</p> <p>§1118(b)(D)</p>	<ol style="list-style-type: none"> Does the evidence verify that the school policy (plan) was developed with, agreed to and distributed to parents of participating students and updated periodically? Does the plan include provisions for an annual meeting to inform parents of Title I students of their right to be involved? Does the plan offer flexible meeting times? Does the plan include provisions for parents' involvement in the development of Title I programs Does the plan provide for timely information re: curriculum, assessment, proficiency levels, and opportunities for parent to provide suggestions and participate in decisions relating to the education of their children? Does the plan include provisions for parent input on schoolwide plans prior to submission to the LEA? Does the plan include a School-Parent compact with all required elements? 	<input type="checkbox"/> Verification of the written school level Parent Involvement Plan(s)	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION IV: FAMILY AND COMMUNITY ENGAGEMENT CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
IV-4 D	<p>The LEA ensures that each Title I school Parent Involvement Plan has been implemented and that each school has carried out the six requirements to build parents' capacity.</p> <p>§1118(b-d) §1118(e)(1-5 and 14)</p>	<ol style="list-style-type: none"> Does the evidence verify that the school plan was developed with, agreed to and distributed to parents of participating students and updated periodically? Does the evidence verify that the school held annual meetings with flexible times to inform parents of participating Title I students of program goals and the right of parents to be involved? Does the evidence verify flexible meeting times? Does the evidence verify that parents are involved in Title I Programs? Does the evidence verify that parents are provided timely information regarding curriculum, assessment, proficiency levels and opportunities for parents to provide suggestions and participate in decisions related to the education of their children? Does the evidence support that the LEA and schools have carried out the six requirements to build parent's capacity to be involved in school? 	<p><input type="checkbox"/> Evidence that parents participate in the development and review of the plan (e.g., sign in sheets, minutes of meetings)</p> <p><input type="checkbox"/> Evidence of annual meeting and plan updates</p> <p><input type="checkbox"/> Evidence to show that parents were provided timely information on curriculum, assessments, proficiency levels of their child, and opportunities for parents to provide suggestions and participate in decisions relating to the education of their children</p> <p><input type="checkbox"/> Evidence of frequent reports to parents regarding student progress</p> <p><input type="checkbox"/> Evidence that the LEA and school are implementing the six required activities to build parental capacity</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION IV: FAMILY AND COMMUNITY ENGAGEMENT CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
IV-5 D	At the beginning of each school year, the LEA notifies the parents of each student about their right to request information regarding the professional qualifications of the student's classroom teachers and paraprofessionals. <i>34 CFR 200.61(a)</i>	<ol style="list-style-type: none"> Does evidence verify that parents have been informed about their "Right to Know"? Does evidence verify that parents have been provided timely notice any time their child has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified? 	<input type="checkbox"/> Samples of notice to parents that they may request information regarding professional qualifications of student's teachers (in multiple languages, as applicable)	I IP PI NI NA	
IV-6 D	The LEA ensures that an evaluation of the effectiveness of the parent involvement policy and activities has been completed for participating schools. <i>§1118</i>	<ol style="list-style-type: none"> Does evidence verify that parents have been involved in an annual evaluation of the LEA and school's parent involvement policy and activities? If necessary, are revisions in the parent involvement policy made as a result of the annual evaluation? 	<input type="checkbox"/> Evidence of the evaluation of the parent involvement policy and activities	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION V: FACULTY, STAFF AND ADMINISTRATION—TEACHER AND PRINCIPAL TRAINING AND RECRUITMENT

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
V-1 D	<p>The LEA ensures that instruction is provided by highly qualified staff.</p> <p>§1119(a) (1)(3); 34 CFR 200.57 §1119(c-d); 34 CFR 200.58. §1119(g); 34 CFR 200.59; 2123(a)(2)(B)</p>	<ol style="list-style-type: none"> 1. Is there evidence that all core academic teachers meet the requirements for highly qualified? 2. Does the evidence verify that all teachers paid with Title II-A Funds for class size reduction are highly qualified? 3. Is there evidence that paraprofessionals meet the requirements for highly qualified? 4. Do paraprofessionals work under the direct supervision of a highly qualified teacher? 	<p><input type="checkbox"/> Principal's written attestation statement</p> <p><input type="checkbox"/> Highly qualified teacher documentation</p> <p><input type="checkbox"/> List of class size reduction teachers, funding source, student enrollment numbers (both Oct. 1 and present)</p> <p><input type="checkbox"/> Highly qualified paraprofessional documentation</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
V-2 D	<p>The LEA implements various strategies to ensure that poor and minority students are not taught at higher rates than other students by inexperienced, unqualified, out-of-field teachers.</p> <p>§1112(c) (1) (L)</p>	<ol style="list-style-type: none"> 1. Does the evidence verify a process to ensure poor and minority student are not taught at higher rates than other students by inexperienced, unqualified and out-of-field teachers? 	<p><input type="checkbox"/> ACSIP</p> <p><input type="checkbox"/> A list of non-highly qualified teachers and their building assignments</p> <p><input type="checkbox"/> Comparability Report</p> <p><input type="checkbox"/> Equity Report</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION V: FACULTY, STAFF AND ADMINISTRATION—TEACHER AND PRINCIPAL TRAINING AND RECRUITMENT CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
V-3 D	<p>The LEA ensures that individual action plans have been developed for core area teachers who have not met HQT requirements for two consecutive years.</p> <p>§1119(a)(2)</p>	<ol style="list-style-type: none"> 1. If all core academic subject(s) teachers have not met the HQT requirements for two consecutive years, does the LEA evidence verify that individual action plans have been developed? 2. Does the evidence verify that the LEA has submitted an accountability plan, as required if: <ol style="list-style-type: none"> a. All core academic subject(s) teachers have not met the HQT requirements for three consecutive years, AND b. The district has not met district performance objectives? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> HQT action plan (verified by Standards Assurance Unit) <input type="checkbox"/> Evidence of technical assistance and professional development activities and strategies the district will use to ensure all core academic teachers meet the HQT requirements	I IP PI NI NA	
V-4 D	<p>The LEA ensures that all professional development activities reflect best practices that have a lasting impact on classroom instruction and are aligned with student academic content standards.</p> <p>§1112, §2122(b)(9)(A-D), §3115, § 9101 A.C.A. 6-15-1004; 6-15-1603</p>	<ol style="list-style-type: none"> 1. Are professional development (PD) activities aligned with and directly related to Arkansas' Academic Content and Performance Standards and student assessments? 2. Does evidence verify that the LEA and school provide effective, research-validated staff development practices and strategies to support on-going developmental activities? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> Evidence of how data driven PD is used to decrease the achievement gap between low and higher performing students <input type="checkbox"/> Workshop sign-in-sheets <input type="checkbox"/> Process to share best practices	I IP PI NI NA	
V-5 D	<p>The LEA/school evaluates the overall effectiveness of the impact of the professional development activities on teacher/educator practices, organizational changes, and student improvement.</p> <p>§1116, §2122(B)(2)</p>	<ol style="list-style-type: none"> 1. Are activities based on the results of the LEA's needs assessment and part of a comprehensive professional development plan? 2. Does documentation verify that PD activities are regularly evaluated as indicated in the ACSIP? 	<input type="checkbox"/> Needs assessment protocol and list of teachers who participated in the process <input type="checkbox"/> Surveys and questionnaires	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION V: FACULTY, STAFF AND ADMINISTRATION—TEACHER AND PRINCIPAL TRAINING AND RECRUITMENT CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
V-6 D	<p>To the extent appropriate, professional development activities provide training for teachers, principals, and paraprofessionals in the use of technology so that technology and technology applications are effectively used in the classroom to improve teaching and learning in the curricula and core academic subjects in which the teachers teach.</p> <p>§2122, §2414</p>	<ol style="list-style-type: none"> 1. Is there a current LEA technology plan? 2. Does evidence verify that the educational technology activities described in the ACSIP support the objectives described in the technology plan? 3. Does the evidence verify that the district is working toward full integration of technology throughout the curriculum based on Arkansas Academic Content Standards? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> LEA technology plan <input type="checkbox"/> Hardware and software purchased with federal funds are being used to support teaching; and not for administrative purposes only	 I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION VI: EQUITABLE SERVICES TO NON-PUBLIC SCHOOL CHILDREN

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
VI-1 D	<p>The LEA notifies each private school of the rights of private school students and teachers to benefit from federal funds.</p> <p><i>§1120(b), §1113(b)(2), §9501</i></p>	<p>1. Does the evidence verify procedures to annually notify private school officials of available services?</p> <p><i>This includes all federal programs.</i></p>	<p><input type="checkbox"/> Letter(s) of notification— Date_____</p> <p><input type="checkbox"/> Minutes of meetings, agendas, sign-in-sheets</p> <p><input type="checkbox"/> Written affirmation that indicates intent to participate or not participate in eligible federal entitlement programs (submitted to SEA by Sept.15)</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
VI-2 D	<p>Consultation occurred between the LEA and non-public school officials regarding the planning, design, implementation, and evaluation of the comprehensive application.</p> <p><i>§1120(b), §1113, §5142(a), §9501</i></p>	<p>1. Does the evidence verify that the LEA has complied with the requirements for consultation with private school officials including:</p> <p>a. What services will be offered;</p> <p>b. How, where and by whom services will be offered;</p> <p>c. How services will be evaluated and how the results will be used to improve services;</p> <p>d. The size and scope of services to be provided;</p> <p>e. Descriptions of how equitable participation will be determined;</p> <p>f. The amount of funds available for the services?</p>	<p><input type="checkbox"/> Evidence of consultation (signed and dated Consultation Form)</p> <p><input type="checkbox"/> Evidence of on-going consultation for participating schools</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION VI: EQUITABLE SERVICES TO NON-PUBLIC SCHOOL CHILDREN CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
VI-3 D	<p>The LEA ensures that services are provided to private schools' students and teachers in an equitable manner based on educational needs.</p> <p><i>§1120(a)(3), §9501(a)(3)</i></p>	<ol style="list-style-type: none"> Does the evidence verify that services offered to private school students and teachers are provided in an equitable manner based on the needs of the private schools choosing to participate? Does evidence verify that the LEA has explained the complaint process for participation of private school children to private school officials? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> Needs Assessment <input type="checkbox"/> Evidence that services to private school students began at the same time as services to public school students <input type="checkbox"/> Evidence that private school teachers participated in PD activities as indicated in ACSIP <input type="checkbox"/> Interview—Describe how you ensure private school officials are aware of the LEA complaint process	I IP PI NI NA	
VI-4 D	<p>The LEA ensures eligible private school students receive services even if the students attend a private school located in another LEA.</p> <p><i>§1120(a)</i></p>	<ol style="list-style-type: none"> Does the evidence verify a process to ensure services to all eligible private school students when the student attends a private school located within another LEA's boundary? 	<input type="checkbox"/> Evidence of communication with other LEA(s), if applicable <input type="checkbox"/> Evidence of student participation across district lines	I IP PI NI NA	
VI-5 D	<p>The LEA ensures that services are provided by employees of the LEA or third party contract.</p> <p><i>§1120(a), §9501(d)</i></p>	<ol style="list-style-type: none"> Does the evidence verify that services provided to private schools' children were provided by employees of the LEA or contracted by the LEA? 	<input type="checkbox"/> Private school teacher(s) contract <input type="checkbox"/> Evidence of time and effort (one teacher for one month) <input type="checkbox"/> Evidence of contracted service agreements, if applicable	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION VI: EQUITABLE SERVICES TO NON-PUBLIC SCHOOL CHILDREN CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
VI-6 D	<p>The LEA has taken appropriate steps to monitor the implementation of services to private schools students.</p> <p><i>§1120(d), § 2122(b), §9501</i></p>	<ol style="list-style-type: none"> Does the evidence verify that the LEA ensures materials and equipment are supplemental, secular, neutral, and non-ideological (free of religious symbolism)? Does the evidence verify that the LEA retains control of and includes an inventory of fixed assets for all equipment purchased with federal funds? 	<p><input type="checkbox"/> Written assurance that materials and equipment are secular, neutral and used for non-ideological purposes</p> <p><input type="checkbox"/> Expenditure reports, purchase orders, and budgets for private school services (sample)</p> <p><input type="checkbox"/> Interview—Describe how the LEA monitors programs in private non-public schools to ensure that services provided are supplemental, secular, neutral and non-ideological</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
VI-7 D	<p>The LEA ensures that academic services are assessed and that results of the assessment are used to improve services provided to the private school.</p> <p><i>§1120(b)(d), §9501</i></p>	<ol style="list-style-type: none"> Does the evidence verify that the LEA monitors activities, programs and services? 	<p><input type="checkbox"/> Evidence of an annual evaluation</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION VII: PREVENTION AND INTERVENTION PROGRAMS FOR LOCAL NEGLECTED AND AT-RISK YOUTH

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
VII-1 D	<p>The Institution annually completes and submits a survey of the October caseload of children and youth living in locally operated facilities or institutions for neglected children and youth.</p> <p><i>Part D, Subpart 2 §1425, §1426</i></p>	1. Evaluation (needs assessment) of the program.	<input type="checkbox"/> Copy of the Annual Report for N and D Children <input type="checkbox"/> Copy of the needs assessment <input type="checkbox"/> Records of institution and LEA collaboration and communication <input type="checkbox"/> Copies of any reports, data or other information requested by the LEA or ADE	I IP PI NI NA	
VII-2 D	<p>The LEA consulted institution officials in a timely manner during the design and development of the instructional services/program. (ACSIP)</p> <p><i>Part D, Subpart 2 §1423</i></p>	1. Is there evidence that LEA officials coordinate with officials of facilities/institutions working with neglected children or youths to determine: <ol style="list-style-type: none"> How the needs of children will be identified and comparably met (i.e., coordination with other facilities and agencies, special needs, social health, business partnerships, parent involvement, IEP's, probation officers etc.; A description of how the program will be coordinated with the Juvenile Justice and Delinquent Prevention Act of 1974; What services will be offered; How and where the services will be provided; How student progress will be assessed and evaluated? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> Evidence of consultation with all appropriate entities (e.g., minutes, agendas, sign-in-sheets) <input type="checkbox"/> Needs assessment data and process <input type="checkbox"/> Interview—Discuss the process for the development of the ACSIP for serving neglected children or youth including technical assistance provided on the process	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION VII: PREVENTION AND INTERVENTION PROGRAMS FOR LOCAL NEGLECTED AND AT-RISK YOUTH CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
VII-3 D	<p>The LEA and/or agency regularly evaluate the facilities/institutions programs to determine their impact on student achievement.</p> <p><i>Part D, Subpart 2 §1425, §1426</i></p>	<ol style="list-style-type: none"> 1. Does the evidence verify that the LEA or agency staff responsible for each program monitors the implementation of program activities? 2. Is there evidence that the LEA or agency's staff regularly assesses the academic progress of the students? 3. Does the evidence show steps taken to find alternative placements for students interested in continuing their education that are unable to participate in a regular school program? 4. Does evidence verify LEA procedures that participating schools will take to ensure facilities and institutions working with children are aware of existing IEP? 	<ul style="list-style-type: none"> <input type="checkbox"/> Minutes of meetings, informational communications <input type="checkbox"/> Copies of transition plans to include the transfer of credit, process for transferring records, job placement programs and counseling services <input type="checkbox"/> Copy of program evaluations and LEA monitoring documentation <input type="checkbox"/> Evidence that assessment of educational progress is monitored <input type="checkbox"/> Evidence of modifications and strategies to assist students with disabilities in meeting their existing IEP (sample IEP) <input type="checkbox"/> Evidence that staff are trained to work with the identified student population <input type="checkbox"/> Interview—Describe how the LEA ensures that the same academic standards required by all students and schools in the LEA are being provided to children or youth residing in neglected facilities 	<div>I</div> <div>IP</div> <div>PI</div> <div>NI</div> <div>NA</div>	
<div>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</div>					

SECTION VIII: LANGUAGE INSTRUCTION FOR LIMITED ENGLISH PROFICIENT STUDENTS

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
VIII-1 D	<p>The LEA ensures that it has properly identified and assessed all language minority students, including immigrant students, to determine LEP/ELL status.</p> <p><i>§1112(g)(1), §3115(a)</i> <i>USDOE, OCR, Lau Memo 1984</i></p>	<ol style="list-style-type: none"> Is there evidence that the LEA notifies parents of each student identified as LEP/ELL 30 days after enrollment of the following with a notification including: <ol style="list-style-type: none"> Reason for identification; Level of English proficiency; How the program will help their child learn English and meet standards for graduation; Specific exit requirements; Parental rights to waive services or remove child from services immediately? 	<input type="checkbox"/> LEA policies and procedures (e.g., description of identification process, placement procedures and parent notification) <input type="checkbox"/> Local LEP Plan or ELL Handbook, if applicable	I IP PI NI NA	
VIII-2 D	<p>The LEA ensures the provision of high quality, on-going, and research-based professional development to teachers, administrators, and other school personnel.</p> <p><i>§3115 (c)(2), §3116 (c)</i> <i>§3212 (a)(2)(A)(iii)</i></p>	<ol style="list-style-type: none"> Does the evidence verify that teachers of LEP/ELL are provided PD opportunities? Does the evidence verify that the LEA has certified that teachers of LEP/ELL students in language instruction programs are fluent in English and have sufficient oral and written skills? Has the LEA developed and implemented a PD plan that meets the requirements of section 3115(d) (1)? 	<input type="checkbox"/> PD and workshop announcements, agendas and evaluations <input type="checkbox"/> Interview—How is the instructional staff trained to meet the unique needs of the students served?	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION VIII: LANGUAGE INSTRUCTION FOR LIMITED ENGLISH PROFICIENT STUDENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
VIII-3 D	<p>The LEA ensures that LEP/ELL students have the opportunity to meet the same challenging state content standards student performance that all children are expected to meet.</p> <p>§3115 (e)(1), §3121(a)</p>	<ol style="list-style-type: none"> Does the evidence verify that all LEP/ELL programs are developed using scientifically-based research? Does the evidence verify that the students are provided with appropriate educational and support services designed to address their special needs? Do the LEP/ELL programs meet age appropriate academic achievement standard for promotion and graduation? 	<p><input type="checkbox"/> Appropriate instructional materials, grade level course descriptions</p> <p><input type="checkbox"/> IEP(s) for selected special education LEP/ELL students</p> <p><input type="checkbox"/> List of coordinated program activities and supports related to the development, instruction and implementation of language education programs</p> <p><input type="checkbox"/> Interview—Who are the LEP/ELL students being served, and how are they being served? What instructional materials are used to support English language learners? What supplemental services are provided?</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
VIII-4 D	<p>The LEA ensures assessment of LEP/ELL students to measure growth in acquiring the English language and to ensure their academic achievement is consistent with the state accountability system.</p> <p>§3116 (b)</p>	<ol style="list-style-type: none"> Does the documentation verify assessment of core academic subjects as determined by the State-approved assessment instrument (ELDA)? Does evidence verify that the LEA has met the Annual Measurable Achievement Objectives (AMAOs) for two consecutive years which includes: <ol style="list-style-type: none"> Annual increases in the number or percentage of children making progress in learning English; Annual increases in the number or percentage of children attaining English proficiency by the end of each school year as determined by State-approved assessment; Achievement standards for LEP students at the LEA level? 	<p><input type="checkbox"/> Annual assessment of LEP/ELL for English proficiency</p> <p><input type="checkbox"/> Evidence of alternate assessments and testing accommodations, if applicable</p>	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION VIII: LANGUAGE INSTRUCTION FOR LIMITED ENGLISH PROFICIENT STUDENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
VIII-5 D	The LEA ensures the monitoring and evaluation of all LEP/ELL programs. <i>§3121(a)</i>	1. Is there evidence of a process for the review and ongoing evaluation of services and programs supported by Title III Funds?	<input type="checkbox"/> ACSIP <input type="checkbox"/> Other documentation (e.g., agendas, minutes, sign-in sheets etc.)	I IP PI NI NA	
VIII-6 D	The LEA ensures no Title III funds are used for activities required under Title I or Title VI of the Civil Rights Act. <i>Title VI Civil Rights Act ; Lau vs. Nichols, (414 U.S. 1974)</i>	1. Does the evidence indicate that Title III funds are not used to develop, administer, score, or meet any related costs associated with assessments such as ELP?	<input type="checkbox"/> ACSIP <input type="checkbox"/> APSCN Expenditure Audit Report	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION IX: HOMELESS CHILDREN AND YOUTH PROGRAM

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
IX-1 D	The LEA ensures that schools implement procedures and guidelines for identifying and enrolling homeless children and youth. §722(g)	1. Does evidence verify procedures for identifying and providing services to homeless children and youth?	<input type="checkbox"/> Evidence that the LEA reviews and revises policies and practices to ensure that there are no barriers to enrolling homeless students, including the following: <ol style="list-style-type: none"> Public notice of rights; Letters and memoranda or guidelines to assist with enrollment; Timeline-waivers for producing medical and other records; Waivers for uniform fees (if applicable). 	I IP PI NI NA	
IX-2 D	The LEA has developed and implemented policies and procedures to ensure programs and activities address the educational needs of homeless children and youth. §722(g) 6(A), 722(g)(1)	<ol style="list-style-type: none"> Are homeless children and youth enrolled and receiving instruction in the same school and classrooms as all other enrolled students? Does the LEA have a Homeless Educational Liaison who works to assist students and their families? 	<input type="checkbox"/> Evidence indicating homeless students remain in their school of origin, with transportation provided when applicable <input type="checkbox"/> Evidence of the liaison's community outreach and collaboration activities with service providers for homeless students and their families <input type="checkbox"/> Interview—Describe the services that are available for homeless students and how the LEA ensures homeless students are enrolled and assisted with basic school requirements (e.g., records transfer, health and immunization records)	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION IX: HOMELESS CHILDREN AND YOUTH CONTNUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
IX-3 D	The LEA complies with providing comparable Title I, Part A services to homeless students attending Non-Title I Schools. §722(g)	1. Does evidence verify procedures for ensuring that services provided to homeless students in Non-Title I Schools are comparable to those in Title I Schools?	<input type="checkbox"/> Interview—Describe how the LEA ensures that homeless students are not segregated in separate schools or programs <input type="checkbox"/> Written procedures used to resolve enrollment disputes	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION X: STATE CATEGORICAL FUNDING FISCAL REQUIREMENTS

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
X-1 D	<p>The LEA ensures it has targeted the use of Alternative Learning Environment (ALE) funds for eligible programs and activities as identified in the Arkansas Department of Education Rules Governing Student Special Needs Funding and the Determination of Allowable Expenditures of Those Funds.</p> <p>A.C.A. §6-20-2305(b)(4)(c)(ii)</p>	<ol style="list-style-type: none"> Does the evidence verify that the LEA has established written policies and procedures that are understood by staff, students and parents and are applied consistently to guide student behavior, monitor progress and manage the learning experience? Does the evidence verify that the LEA has only expended funds as necessary for programs to be administered? Does the evidence verify that student to teacher ratios do not exceed 12 to 1 based on total students served and total teachers available? Does the evidence verify that ALE staff meets as a team to review the learning alternatives? Has a description of the ALE program been included in the district's ACSIP? Does the evidence verify that students in the program were assessed either before or upon entry into the ALE program? Does the evidence verify that intervention services have been provided to address specific educational and behavioral needs? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> Approved ALE program description with rubric <input type="checkbox"/> District ALE policy <input type="checkbox"/> Evidence of a placement process <input type="checkbox"/> Placement team and exit criteria <input type="checkbox"/> Evidence of student access to support services <input type="checkbox"/> APSCN Report and New Master schedule (List of eligible students served and number of days of assignment) <input type="checkbox"/> Record of budget expenditures (APSCN: Expenditure Audit Trail Report) <input type="checkbox"/> Evidence of program evaluation	I IP PI NI NA	
X-2 D	<p>The LEA ensures it has targeted the use of ELL funds for eligible programs and activities as identified in the Arkansas Department of Education Rules Governing Student Special Needs Funding and the Determination of Allowable Expenditures of those funds.</p> <p>A.C.A. §6-20-2305(b)(4)(c)(ii)</p>	<ol style="list-style-type: none"> Does the evidence verify that the LEA has only expended funds as necessary for programs to be administered? Has a description of ELL activities and funding been included in the ACSIP? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> District policy <input type="checkbox"/> Program evaluation <input type="checkbox"/> Record of budget expenditures (APSCN: Expenditure Audit Trail Report) <input type="checkbox"/> Observation	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION X: STATE CATEGORICAL FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
X-3 D	All NSLA resources are expended for eligible programs and activities and are not used to meet the minimum salary schedule or mandatory requirements of the Arkansas Standards for Accreditation required by ACA § 6-15- 201 and the Arkansas Minimum Teacher Salaries required by A.C. A. §6-17-2403; A.C.A. §6-20-2305(b)(4)(c)(ii)	1. Has the district utilized NSLA funds for any of the following: a. Employing Literacy and/or Mathematics and/or Science Specialists/Coaches (K-12) and/or instructional facilitators; b. Providing research-based professional development (K-12); c. Employing highly qualified classroom teachers in grades K-12; d. Providing research-based before and after-school academic programs, including transportation to and from the programs; e. Providing research-based pre-kindergarten and early intervention programs; f. Employing tutors and/or teacher's aides; g. Employing curriculum specialists, certified counselors, licensed social workers and/or nurses; h. Providing summer programs that employ research-based methods and strategies; i. Obtaining materials, supplies, and equipment, including technology, used in approved instructional programs; j. Class Sized Reduction Teachers?	<input type="checkbox"/> ACSIP <input type="checkbox"/> Website <input type="checkbox"/> A description of how the LEA and/or school plan to use funds in the current year is included in ACSIP <input type="checkbox"/> A list of NSLA funded positions <input type="checkbox"/> NSLA flexibility is included in the ACSIP	I IP PI NI NA	

SECTION X: STATE CATEGORICAL FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
X-4 D	Professional development activities funded with categorical funds reflect best practices and are aligned with the ACSIP. A.C.A. §6-20-2305(b)(4)(c)(ii)	<ol style="list-style-type: none"> Does the evidence verify that professional development activities are designed to meet the specific needs of the school as indicated in the ACSIP and are regularly evaluated to determine their impact on student achievement and/or school success? Does the evidence verify that funds were expended for approved programs and purposes identified in the Rules Governing Professional Development? Have professional development activities and funding been included in the LEA's ACSIP? Does the evidence verify that professional development data is used to revise the ACSIP? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> Evidence of any revisions made as a result of evaluations and/or surveys <input type="checkbox"/> Record of budget expenditures (APSCN: Expenditure Audit Trail Report)	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION X: STATE CATEGORICAL FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
X-5 D	<p>The LEA ensures that the programs and teaching strategies employed at the school are driven by researched-based instruction.</p> <p>A.C.A. §6-20-2305(b)(4)(c)(ii)</p>	<ol style="list-style-type: none"> Does the evidence verify a process to review interventions (e.g., educational practice, strategy, curriculum or program) for consistent and reliable evidence that the particular curriculum, programs and/or practices have been proven effective? Are interventions backed by research that: <ol style="list-style-type: none"> Employs systematic, empirical methods; Involves rigorous data analyses; Relies on measurements that provide reliable and valid data; Uses experimental or quasi-experimental designs; Ensures that studies are clear and detailed to allow for replication; Has been reviewed or accepted by independent experts? Does the observed teaching and learning support information obtained from the building's ACSIP? 	<input type="checkbox"/> ACSIP <input type="checkbox"/> Documentation to show that interventions are supported by scientifically-rigorous evidence <input type="checkbox"/> Documentation of outcome data to show whether the interventions' effects in the school have been successful or differ greatly from what the evidence predicts <input type="checkbox"/> Classroom observation (if applicable)	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION X: STATE CATEGORICAL FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
X-6 D	The LEA has established procedures for the instructional facilitator, specialist or coach to provide instructional support and facilitate continuous improvement in classroom instruction. <i>ACT 807</i>	1. Is there evidence that the instructional facilitator guides progress by: <ul style="list-style-type: none"> a. Providing instructional support; b. Developing and modeling instructional strategies; c. Developing and implementing PD training; d. Selecting standards-based instructional materials; e. Providing current research; f. Integrating technology into instruction; g. Assisting with the implementation of the ACSIP? 	<input type="checkbox"/> Evidence of assistance with curriculum lesson design and/or program implementation with classroom teachers, parents and other staff and outside resources <input type="checkbox"/> Documentation of formal workshops <input type="checkbox"/> Board approved job descriptions	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION X: STATE CATEGORICAL FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
X-7 D	<p>By June 30, 2012, and by June 30 of each year thereafter, a school district shall expend a minimum of eighty-five percent (85%) of the school district's current year national school lunch state categorical funding allocation in accordance with a manner permitted in the Rules and the total aggregate balance of all state categorical fund sources shall not exceed twenty percent (20%) of the total aggregate annual state categorical fund allocations for the current school year.</p> <p><i>Act 1220 of 2011; Ark. Code §6-20-2305 (b)(4)(c)(ix)(b)(1) amended</i></p>	<ol style="list-style-type: none"> 1. Do financial records verify that on June 30, annually, the LEA has a national school lunch state categorical funding balance less than fifteen percent (15%) of the LEA's current year NSLA allocation? 2. If not, do records indicate a plan for reduction of excess carryover by at least ten percent (10%) each year so that by June 30, 2012, and by June 30 of each year thereafter, the school district has a balance of no more than fifteen percent (15%) of the school district's current year national school lunch state categorical funding allocation?. 3. Does the total aggregate balance of all state categorical fund sources exceed twenty percent (20%) of the total aggregate annual state categorical fund allocations for the current school year? 	<input type="checkbox"/> LEA waiver request <input type="checkbox"/> Documentation of excess carryover reduction plan <input type="checkbox"/> APSCN financial reports	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION XI: FEDERAL ENTITLEMENT FUNDING FISCAL REQUIREMENTS

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
XI-1 D	The LEA ensures that funds for administrative costs are reasonable and necessary. <i>§1120A(a), CFR 200.77</i> <i>OBM Circular A-87</i>	<ol style="list-style-type: none"> Does evidence verify that the LEA has only expended funds as necessary for programs to be administered? Does evidence verify that the LEA has maintained its fiscal effort when compared to expenditures in previous years? Does evidence verify that the LEA has spent no more than two percent (2%) of its Title III funds per fiscal year for administrative costs? 	<input type="checkbox"/> Records of budget expenditures (APSCN: Expenditure Audit Trail Report)	I IP PI NI NA	
XI-2 D	The LEA maintains time and effort records for all federally paid staff to document the time actually spent by staff on federal activities. <i>EDGAR: OMB Circular A-87</i>	<ol style="list-style-type: none"> Is there evidence that staff members who work on multiple activities or cost objectives document the portions of time and effort dedicated to federal programs? Is there evidence that any staff funded solely from federal programs completes a semi-annual certification which indicates that he/she has been working solely on activities supported by federal programs for the period indicated? 	<input type="checkbox"/> Time and effort documentation, signed by employee and supervisor for staff who work on multiple activities or cost objectives <input type="checkbox"/> Semi-annual written statement of single program assignment signed by employee and/or supervisory official who has first-hand knowledge of the work performed by the employee	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION XI: FEDERAL ENTITLEMENT FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
XI-3 D	<p>The LEA is able to demonstrate that it uses funds to supplement and not supplant state, local or other federal funds that would otherwise be used for the activities.</p> <p>§1114(a)(2)(B), §1115(a), §1120A (b) (1), §2123 (b), §3115 (g)</p>	<ol style="list-style-type: none"> 1. Is the LEA/school able to demonstrate that all funds have been used for the express purpose of serving those students who were identified as being in greatest need of assistance based on the LEA and school's Title I student selection criteria/ targeted assistance programs? 2. Is the LEA able to demonstrate that the funds in a schoolwide program school are in addition to the total amount of funds that would, in the absence of the Title I Funds, be made available from non-federal sources for the school, including funds needed to provide services required by law for students with disabilities and students with limited English proficiency? 3. Is the LEA able to provide evidence that entitlement funds from any federal entitlement (Title I, II-A, III, etc.) have not been used to pay for state, federal or local requirements? 4. Is the LEA able to demonstrate entitlement funds are not used to pay for services provided the preceding year with local funds? 5. Is the LEA able to demonstrate that entitlement funds are not used to provide services that the LEA provides in non-Title I participating schools? 	<ul style="list-style-type: none"> <input type="checkbox"/> LEA approved budget and records of expenditures at the LEA level (APSCN: Expenditure Audit Trail Report) <input type="checkbox"/> Records of schoolwide and targeted assistance expenditures that verify funds have not supplanted Non-Federal Funds <input type="checkbox"/> ACSIP <input type="checkbox"/> Records of state and locally funded positions <input type="checkbox"/> Maintenance of Effort Report verified by ADE (Schoolwide only) 	<p>I</p> <p>IP</p> <p>PI</p> <p>NI</p> <p>NA</p>	
<p>I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable</p>					

SECTION XI: FEDERAL ENTITLEMENT FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
XI-4 D	The LEA ensures that appropriate fund reservations have been made in accordance with applicable requirements. <i>CFR 200.77</i>	1. Does evidence verify that the LEA has: <ul style="list-style-type: none"> a. Reserved funds that are reasonable and necessary to provide services comparable to those provided to children in Title I funded schools to serve homeless children who do not attend participating schools. b. Reserved funds that are reasonable and necessary to provide services comparable to those provided to children in Title I funded schools to serve children in local facilities for neglected children (dropout prevention, health and social services, mentoring, peer mediation). c. Correctly calculated the amount of funds needed to provide equitable services to private school participants, their teachers and their families, and reserved funds for parental involvement activities for parents of eligible private school children d. Reserved at least one percent (1%) of allocations for parental involvement--LEA's receiving more than \$500,000.00; e. Distributed at least ninety-five percent (95%) of the remaining funds to schools; f. Complied with the achievement standards established under the Head Start Act, if that district reserved Title I funds to provide preschool programs to low-income children? 	<input type="checkbox"/> ACSIP budget pages <input type="checkbox"/> Preschool documentation (if applicable) <input type="checkbox"/> Private school fund reservation worksheet	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION XI: FEDERAL ENTITLEMENT FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
XI-5 D	The LEA ensures compliance with the procedures for reallocation and carryover. §1126(c), §1127	1. Is there evidence that the LEA has not carried over more than fifteen percent (15%) of its Title I allocation from one year to the next?	<input type="checkbox"/> Proof of expenditures and obligation or payback or ADE approved wavier if applicable	I IP PI NI NA	
XI-6 D	LEAs that are required to complete a Title I comparability analysis do so annually. §1120(A)	1. Does evidence verify that comparability calculations are computed annually? 2. Does evidence verify that the LEA uses State and local funds in schools that provide services that, when taken as a whole, are at least comparable to services in Non-Title I Schools?	<input type="checkbox"/> Comparability Report verified by ADE	I IP PI NI NA	
XI-7 D	The LEA has transferred federal funds in accordance with state and federal requirements. EDGAR 74.25	1. Does evidence verify that funds are used in accordance with the rules and regulations of the program to which the funds were transferred?	<input type="checkbox"/> Documentation (APSCN) of LEA transfers (if applicable) <input type="checkbox"/> Evidence in APSCN that all transferred funds were used in accordance with the allowable activities of each program <input type="checkbox"/> Transferability impact on non-public institutions and evidence of consultation	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					

SECTION XI: FEDERAL ENTITLEMENT FUNDING FISCAL REQUIREMENTS CONTINUED

	Legal requirement(s)	Compliance indicator(s)	Samples of potential evidence		Comments
XI-8 D	The LEA maintains fiscal records of approved budgets and expenditures for each Title program. <i>§1120A, §5133 (6), 9306 EDGAR 76.730-731</i>	1. Does evidence verify that the LEA has maintained records necessary for fiscal audit and Title program evaluations?	<input type="checkbox"/> LEA approved budget and APSCN: Expenditure Audit Trail Report <input type="checkbox"/> Copy of single audit reports (2 most recent years)	I IP PI NI NA	
XI-9 D	The LEA ensures compliance with inventory procedures. <i>EDGAR 80.32(b) EDGAR 80.32(d)(1-2), OMB A-87</i>	1. Does the evidence verify that the LEA has a current, labeled inventory of any equipment purchased with federal funds including a description, serial number, acquisition date, funding source, purchase price, location, use and condition?	<input type="checkbox"/> Inventory list/name of person responsible <input type="checkbox"/> Evidence that all equipment is properly tagged and located where indicated on the inventory list <input type="checkbox"/> Procedures for lost/stolen property and disposal of equipment	I IP PI NI NA	
I—Implemented IP—Implementation in Progress PI—Partially Implemented NI—Not Implemented NA—Not Applicable					